

**Healthy Families Indiana  
Administrative Alert**

**DATE:** March 28, 2011

**TO:** HFI CEO's and Program Managers

**FROM:** Audie Gilmer, HFI State Program Coordinator

**SUBJECT:** Administrative Alert #2011-2  
Re: County Funding Allocation Waiver Requests

DCS recognizes the significant impact that funding reductions and multiple program changes have had on the Healthy Families program during the past 18 months. Acknowledging that sites have had to shift resources and may still be having difficulty working within the county funding allocations, DCS will accept requests for waivers to shift dollars from one county to another within the contract through August 31, 2011.

To request a waiver, please submit a Waiver Request including the following:

- Reason for request
- Expenditures and balance of funds in each county as of the date of the request
- Other supporting information (number of families served by county, staffing, etc.)
- All requests must include a **specific plan for providing services to eligible families in all contracted counties through August 31, 2011.**

Please send the request by email, identifying it as Waiver Request in the subject line, to [audie.gilmer@dcs.in.gov](mailto:audie.gilmer@dcs.in.gov).